



The Solution for Efficiency



Ordering
services
through GSA
contract
#GS-10F-0156L



Complete
energy
engineering
audit
services



Energy
Management
Planning and
Strategies.

**Sain Engineering Associates, Inc.
100 Corporate Parkway, Suite 100
Birmingham, AL 35242**

Toll Free: 1-855-807-SAIN (7246)

www.saineng.com

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Terms and Conditions

Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!* - a menu-driven database system - at <GSAAdvantage.gov>.

Schedule: 03FAC

Title: Facilities Maintenance and Management

Contract number: GS-10-0156L

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: 02/01/2011 thru 01/31/2016

Sain Engineering Associates (SEA), Inc.

100 Corporate Parkway, Suite 100

Birmingham, AL 35242

Attn: James E. Woods, CEM, Vice President of Business Development

email: Jim.Woods@saineng.com

Tel: 205-979-9966

Fax: 205-979-9936

Net: www.saineng.com

Business size: SBA-Certified Small Emerging Business

1a. Special item number(s) awarded:

- 871-100: Ancillary Supplies and/or Services
- 871-202: Energy Management Planning and Strategies
- 871-203: Training on Energy Management
- 871-204: Metering Services
- 871-205: Energy Program Support Services
- 871-206: Building Commissioning
- 871-207: Energy Audit Services
- 871-208: Resource Efficiency Management (REM)
- 871-209: Innovations in Energy
- 871-210: Water Conservation
- 871-211: Energy Consulting Services
- 871-299: Introduction to New Services
- 003-97: Ancillary Repair and Alterations

- 1c. Pricing: See Attached Pricing (Table 1)
2. Maximum order: \$1,000,000
3. Minimum order: \$100.00
4. Geographic coverage (delivery area): Worldwide
5. Point(s) of production (city, county, and State or foreign country): The management of these items and services is headquartered in Birmingham, AL with the location of services at the direction of the client.
6. Discount from list prices or statement of net price: N/A
7. Quantity discounts: N/A
8. Prompt payment terms: 0% and net 30 days. Government credit cards are accepted.
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: See Task Order Instructions
10. Foreign items (list items by country of origin): N/A
- 11a. Time of delivery. (Contractor insert number of days.): Time of delivery is specified in the delivery/task order (TO)
- 11b. Expedited Delivery. Items available for expedited delivery are noted in this price list
- 11c. Overnight and 2-day delivery. N/A
- 11d. Urgent Requirements. Services are available for "Urgent Requirements"
12. F.O.B. point(s): Destination
- 13a. Ordering address(es):

Sain Engineering Associates (SEA), Inc.
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Birmingham, AL 35242
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email: Jim.Woods@saineng.com
Tel: 205-979-9966
Fax: 205-979-9936
Net: www.saineng.com
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. Payment address(es):

Sain Engineering Associates (SEA), Inc.
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Birmingham, AL 35242
Attn: James E. Woods, CEM, Vice President of Business Development
email: Jim.Woods@saineng.com
Tel: 205-979-9966
Fax: 205-979-9936
Net: www.saineng.com

15. Warranty provision: N/A
16. Export packing charges, if applicable: N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): N/A
18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A
19. Terms and conditions of installation (if applicable): N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 20a. Terms and conditions for any other services (if applicable): Based on Task Order instructions
21. List of service and distribution points (if applicable): N/A
22. List of participating dealers (if applicable): N/A
23. Preventive maintenance (if applicable): N/A
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
25. Data Universal Number System (DUNS) number: 620655704
26. Notification regarding registration in Central Contractor Registration (CCR) database:

2 Executive Summary

Sain Engineering Associates, Inc. (SEA), offers the following services through GSA MAS 03FAC Facilities Maintenance and Management Contract #GS-10F-0156L. SEA offers the full array of services included in new Special Item Numbers (SINs) within GSA's MAS 03FAC, including:

- 871-100: Ancillary Supplies and/or Services
- 871-202: Energy Management Planning and Strategies
- 871-203: Training on Energy Management
- 871-204: Metering Services
- 871-205: Energy Program Support Services
- 871-206: Building Commissioning
- 871-207: Energy Audit Services
- 871-208: Resource Efficiency Management (REM)
- 871-209: Innovations in Energy
- 871-210: Water Conservation
- 871-211: Energy Consulting Services
- 871-299: Introduction to New Services
- 003-97: Ancillary Repair and Alterations

For all of the SINs listed above, SEA has demonstrated outstanding performance for providing clients with the highest quality and best value services. SEA is experienced in providing expert advice, assistance, and guidance in support of facility, energy, water, and environmental management programs. This may also include studies, analyses and reports documenting the current situation and proposing actions. Examples of program support include, but are not limited to:

- Resource Efficiency Management Services
- Energy Management Program Support
- Energy Audit Services
- Training
- LEED EB and LEED NC Services
- Metering Services (including Advanced Metering)
- Renewable and Alternative Energy Project Development
- Building Commissioning, Recommissioning and Retro-commissioning
- Utility Bill Management Services
- Complete Facilities Maintenance/Management
- Refrigeration, Heating, Ventilation, and Air Conditioning (HVAC) Maintenance
- Energy Project Management
- Billing and Management Oversight
- Innovations in Renewable and/or Clean Energy
- Implementation, testing and Evaluation of Energy Management Systems
- Energy Choice Analysis
- Risk Management
- Carbon Management and Sustainability Solutions

3 SEA Labor Category Descriptions

Qualifications for Labor Categories with Level I / Level II Pricing are Described below:

Level I:

Duties: Responsible for the effective management of either a contract or task. Performs day-to-day program management of overall support operations, possibly involving multiple project and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communications skills. Has authority and responsibility to identify and commit resources required to support effort. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Crafts and enforces quality control program.

B.A. or B.S. degree

General Education and Experience: Experience in the analysis, planning, design, development, and support of program management.

- Bachelor Degree plus 0 years*
- Associate Degree plus 5 years*
- High School or GED plus 10 years

Level II:

Duties: Responsible for the independent management of either a contract or task. Independently performs day-to-day program management of overall support operations, possibly involving multiple project and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communications skills. Has authority and responsibility to identify and commit resources required to support effort. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Crafts and enforces quality control program.

B.A. or B.S. degree

General Education and Experience: Experience in the independent analysis, planning, design, development, and support of program management. Must have at least ten years in a leadership position.

- Advanced Degree plus 5 years
- Bachelor Degree plus 10 years*
- Associate Degree plus 15 years*
- B.A. or B.S. degree

*Please note: A certification or accreditation; e.g., Certified Energy Manager (CEM); Leadership in Energy and Environmental Design Accredited Professional, (LEED AP), by a Professional Organization; e.g., Association of Energy Engineers (AEE); US Green Building Council (USGBC), may be substituted in lieu of a degree.

Labor Category Descriptions and Duties:

1. Principal:

Serves as a principal advisor/analyst to the customer's senior executive management team. Recognized as industry expert. Experience in providing training workshops, conducting seminars, publishing industry articles, or leading successful program. May serve as the project lead for either a contract or task. May serve as the primary customer point of contact for a contract or an activity. Facilitates working groups and sessions, program schedules, conduct analyses, develop models, write reports, prepare presentations and present results.

2. Instructor:

Provides educational instruction (specializing in participation by adult students with experiential learning) in assigned subject/topic areas to include energy conservation, water and environmental management, sustainable design and other topics. Conducts student assessment and testing, educational/vocational goal setting, and counseling. Provides instruction that produces educational improvements for all assigned students as measured by student pre/post educational testing, when requested. The instructor may teach classes in large or small settings that may be onsite or via web-based Internet service.

3. Program Manager:

Performs day-to-day management of overall contract support operations, possibly involving multiple project and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communications skills. Has authority and responsibility to identify and commit resources required to support effort. Establishes and alters (as necessary) corporate management structure to direct effective contract support activities. Crafts and enforces quality control program.

4. Engineer/Architect:

Directs a variety of engineering efforts related to resource efficiency for all utilities including water and energy of all types; such as, electricity, natural gas, fuel oil, steam, etc. Directs resource and utility assessment, environmental management system analysis and the sustainable design of energy and environmental solutions including alternative energy choices such as renewable energy. Integrates engineering services with other team members as required by the task(s). This includes economic and engineering analysis for demand reduction or other projects. Provides LEED-type management support on agency projects. Establishes engineering and technical specifications or standards for the task(s). Interfaces with support staff and subcontractors to ensure complete engineering solutions.

5. Designer:

Perform engineering duties in planning and designing building, facility or installations and their respective systems including heating, ventilation, air conditioning, gas, water, steam, and other electrical, mechanical or structural systems.

6. Energy Manager:

Directs energy assessments and/or audits and any associated environmental reviews. Reviews recurring agency requirements and provides recommendations for new technology and infrastructure improvements. Suggests ways to improve energy efficiency including better metering or data collection systems and implements those systems. Directs efforts to assist an agency to transfer energy knowledge and best practices in the industry.

7. Resource Efficiency Manager:

Directs or assists in engineering efforts to improve resource efficiency for all utilities including water and all energy types; such as, electricity, natural gas, fuel oil, steam, etc. Often, a full-time, on-site professional whose primary focus is to analyze and improve a facility's utility costs including, but not limited to, providing information on possible steps that will improve energy efficiency. This information shall include estimates of cost savings and environmental benefits. This includes onsite analysis of current operations, equipment, and energy purchasing patterns. This may include the services of a resource efficiency advocate for individual or aggregated building(s) in order to maximize resource efficiency. Provides support for energy efficient buildings certification programs such as LEED. Directs or assists energy and water program initiatives related to energy efficiency, energy assessment, design of energy solutions including alternative energy choices. Provides integration of engineering with other team members as required by task. This includes economic and engineering elements for demand reduction or other projects. Assists in LEED-type support on agency projects. Reviews and provides recommendations on engineering standards and technical specifications. Directs or participates in energy management programs including energy choice analysis, energy efficiency, and energy engineering requirements. Evaluates energy choices including economic and technical analysis.

8. Technician:

Leads or directs crews engaged in a variety of operation, maintenance or construction activities involving the installation, maintenance, and repair of the utility distribution system (e.g., electric, steam, water, wastewater, etc.). Advises or operates various utility distribution systems. Calculates and prepares production statistics and prepares electronic crew reports on labor and material used. Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

9. Utility Analyst:

Reviews energy consumption data to identify any potential billing, rate or consumption issues and quickly resolve any problems. Reviews monthly utility related financial reports and provides written variance analysis. Monitors energy commodity markets and reports on trends and opportunities to secure favorable hedge contracts for clients. Assists in rate and tariff analysis for energy and water accounts. Assists in preparation of energy & water conservation recommendation reports resulting from the performance of on-site energy audit inspections. Assists in the evaluation of energy conservation and sustainability projects for existing properties and future developments. Assists in the review and evaluation of Return on Investment (ROI) calculations, project and equipment reliability, life-cycle rate of return, financing options, local and/or federal rebates. Assists in creating the utility budgets and forecasts.

10. Laborer:

Provides a variety of operation, maintenance or construction activities involving the installation, maintenance, and repair of the utility distribution system (e.g., electric, steam, water, wastewater, etc.).

11. Administrative Assistant:

Provide administrative support to the consulting staff. Provide documentation control, office coordination, reproduction support, and other office administration functions.

4 Pricing

Labor Categories	
Principal	\$ 187.20
Instructor - Level I	\$ 166.40
Instructor - Level II	\$ 124.80
Project/Program Manager - Level I	\$ 141.44
Project/Program Manager - Level II	\$ 124.80
Resource Efficiency Manager - Level I	\$ 147.56
Resource Efficiency Manager - Level II	\$ 124.80
Energy Manager - Level I	\$ 156.00
Energy Manager - Level II	\$ 124.80
Engineer/Architect - Level I	\$ 119.60
Engineer/Architect - Level II	\$ 88.40
Designer - Level I	\$ 91.14
Designer - Level II	\$ 67.60
Technician - Level I	\$ 72.80
Technician - Level II	\$ 62.40
Utility Analyst	\$ 52.00
Laborer	\$ 45.76
Administrative Assistant	\$ 45.76

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SAIN ENGINEERING ASSOCIATES, INC. LOCATIONS

HEADQUARTERS:

BIRMINGHAM, AL

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